

**CONNECT TRANSIT
BOARD OF TRUSTEES
PROCEEDINGS OF SEPTEMBER 23, 2014**

The regular meeting of the Board of Trustees of Connect Transit was held at Uptown Station, 11 Uptown Circle, Normal, Illinois 61761, 3rd Floor, Ron Hill Room on September 23, 2014 at 3:30 p.m.

TRUSTEES PRESENT: Bill Wilson, Chairman
Mike McCurdy, Vice-Chairman
John Bowman, Secretary
Judy Buchanan
Felicia Shaw
John Thomas

TRUSTEES ABSENT: Ryan Whitehouse

CITY MANAGERS: Mark Peterson, Town of Normal

STAFF PRESENT: Andrew Johnson, General Manager
Isaac Thorne, Procurement Director
Steve Stockton, IT Manager
Jenifer Clark, Human Resources Director
Julie Phillips, Executive Assistant - Labor Relations

The meeting was called to order by the Chairman at 3:30 p.m. Roll call was taken.

PUBLIC COMMENTS

Mr. Kurt Neubauer addressed the Board. He stated that he is a resident of Lincoln Towers and a bus rider for 6 years. He is in a wheelchair full time and has dialysis treatments three times a week. He stated that he is not getting to his dialysis appointments on time. He stated that the drivers were previously allowed to come to work early to perform their pre-trip inspections. He questioned the appropriate staff member to discuss the issue with. Andrew Johnson, General Manager responded that Mr. Roy Rickert, the Transit Operations Director could answer his questions and encouraged Mr. Neubauer to contact Mr. Rickert during normal business hours.

Patricia Marton, addressed the Board. She stated that she has been a bus rider for many years. She uses the Blue E Route the most. She has lived on Grove Street for many years, and the bus used to pass in front of her house for many of those years. With the route restructure, she must now walk to the corner of Washington and State Streets in order to catch the bus. There are a number of problems with her ability to catch the bus at this intersection. In the winter months there is often mud, ice and/or water. Additionally, this intersection has a traffic signal with a turn lane and the light is too short to get all the way across before it changes. (Ms. Marton acknowledged this was more a City of Bloomington than a Connect Transit problem.) She hoped that the Board would consider adding Grove Street back to the fixed route structure to make this option more accessible to a number of riders like her, who had formerly accessed the fixed route buses on Grove Street. Ms. Marton also noted that she believed that the buses could be a bit cleaner.

CONSENT AGENDA

1. Approval of Minutes of Previous Meeting of August 26, 2014 and Executive Session Minutes of July 22, 2014.
2. Disbursements for Month of August, 2014
3. Financial Report for Months of July, 2014 and August 2014
4. Capital and Self Insurance Reserve Fund Balances for month of August, 2014
5. Capital and Self Insurance Reserve Fund Balances for the month of July, 2014
6. Monthly Statistical Report for the month of August, 2014

Motion by Trustee Judy Buchanan, seconded by Vice Chairman Mike McCurdy that the Consent Agenda items be approved as presented.

AYE: All

NAY: None

Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Compressed Natural Gas (CNG) Presentation – Energy Systems Group

Mr. Steve Kowalski, Sales Manager, Midwest Region addressed the Board. He stated that he lived in Bloomington. He introduced Mr. Mark Falahee, Account Executive, who would be giving the evening's presentation on Compressed Natural Gas, (CNG) and the potential to build a CNG fueling station on the Connect Transit property. Mr. Mark Falahee addressed the Board and thanked the Board for allowing him to speak. Mr. Falahee provided the Board with a Power Point presentation on CNG, construction of CNG Fueling Stations and their benefits to the environment and the community. Mr. Falahee stated that the location of Connect Transit's facility was unique, affording the opportunity to construct a CNG fueling station that was available for public use. This could implicate an additional revenue source, and/or offset to the Connect Transit's fuel budget.

Andrew Johnson, General Manager reminded the Board that there were restrictions when using Federal Transit Authority (FTA) funds when considering partnerships with local municipalities and/or private parties.

Recommendation for Medical Exam, Drug and Alcohol Testing RFP 14-06

Andrew Johnson, General Manager, introduced this item. Connect Transit is required by law to provide random, pre-employment and post-accident drug testing. Only one proposal for this service was received. Integrated Work Injury Network (IWIN) was the lone responsive proposal. IWIN is the only local provider that is available to provide this service after hours if necessary. Connect Transit currently does not have a contract with a provider for this service but have been using IWIN. This proposal is for a three (3) year agreement.

Motion by Vice Chairman Mike McCurdy, Seconded by Trustee Judy Buchanan to authorize the General Manager to execute a three (3) year indefinite-quantity fixed price contract with Integrated Work Injury Network (IWIN).

AYE: All

NAY: None

Motion carried.

Bus Procurement Presentation – Isaac Thorne, Procurement Director

Isaac Thorne, Procurement Director addressed the Board. He stated that two (2) proposals for the Bus Procurement were received. Connect Transit is the lead agency for this procurement. There are twenty-eight (28) agencies participating in this consortium. A minimum of 154 buses and a maximum of 365 buses will be purchased by the agencies with this procurement. Connect Transit will be purchasing a minimum of fourteen (14) and a maximum of thirty (30) buses. The buses could be received by Connect Transit within six (6) months of the "Notice to Proceed".

Mr. Thorne informed the Board that the evaluation team is currently evaluating the proposals. Once the a proposal has been selected, it will be sent to the Illinois Department of Transportation (IDOT) for pre-approval. The project will be a five (5) year contract and each consortium member will have their own contract and administrative duties once the proposal is selected. He and the General Manager, Andrew Johnson would continue to keep the Board updated with the procurement.

GENERAL MANAGER'S REPORT

Mr. Johnson informed the Board that the Fixed Bus Stop study was moving along. He anticipated that a presentation would be given to the Board at the October Board meeting.

Connect Transit would be participating in the first CommUniversity Tailgate event at Illinois State University on September 27, 2014 from 3:30 to 6:30 p.m. He encouraged any Board members to stop by the Connect Transit tailgate if they were attending the game.

Mr. Johnson informed the Board that Connect Transit was awarded a \$2.04 million Ladders of Opportunity grant. Many elected officials had called ahead of time to offer congratulations. He believed that Connect Transit was awarded the grant due to its solid record of accomplishments and local funding commitment. This is the largest grant that Connect Transit has received from a 5300 Grant Series program.

Lastly, Mr. Johnson stated that he, Jenifer Clark, H.R. Director and Steve Stockton, IT Manager would be giving the Board a first look at the new Connect Transit website.

Chairperson Bill Wilson left the meeting at 4:29 p.m.

Steve Stockton, IT Manager addressed the Board. He showed the Board the new Connect Transit landing page and discussed some of the various buttons that can be used. Vice Chairman Mike McCurdy questioned if the "Google Plan My Trip" route information was provided by Connect Transit. Mr. Stockton responded that it is via the Double-Map feature and can also be manually uploaded. Mr. Stockton stated that a contract with Google for the "Google Plan My Trip" feature was in the works. Once it was signed the feature would be fully functional on the new website.

Vice Chairman Mike McCurdy questioned which staff member would be the lead website person that would be responsible for regularly updating the website. Jenifer Clark, H.R. Director stated that each department would be responsible for updating their specific areas of the website.

Ms. Clark stated that it was anticipated that the website would go live on October 1, 2014.

TRUSTEE'S COMMENTS

Trustee Judy Buchanan congratulated the Connect Transit staff on the award of the Ladders of Opportunity grant award. She questioned if there would be other grant options for the upgrade of the Front Street transfer station. Andrew Johnson, General Manager stated that Connect Transit would be moving ahead with the architectural and engineering portion of the project, however, he believed that there would be other construction opportunities coming up that may change what options are available for a new transfer station.

Vice Chairman Mike McCurdy stated that the City of Bloomington Mayor, Tari Renner had announced that the City of Bloomington would be releasing an RFP for a downtown Hotel.

Town of Normal Manager Mark Peterson questioned when the public information displays in the Uptown Station would be functioning. Isaac Thorne, Procurement Director responded that the project was very close to being completed.

Vice Chairman Mike McCurdy stated that although an Executive Session was listed on the agenda, it would not be needed.

ADJOURNMENT

Motion by Trustee John Thomas, seconded by Trustee Judy Buchanan to adjourn.

Time: 4:47 p.m.

AYE: All

NAY: None

Motion carried.

John Bowman, Secretary